|   | Maryland Port Administration |
|---|------------------------------|
|   | Reporting Agency             |
|   | Communications               |
| • | Division or Unit             |

## **Department of General** Services

Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275

S1469-ZZ99 Prepare in Duplicate

Retain one (1) copy and forward original to address on left.

## **CERTIFICATE OF RECORDS DISPOSAL**

|           |   | Authoriza   | tion |   |                      |                     |                        |
|-----------|---|-------------|------|---|----------------------|---------------------|------------------------|
| ·No.      | Description of Records (Same Title as listed on Schedule) |             |      | Inclusive Dates of<br>Records Destroyed | Volume<br>Cubic Feet | Date of<br>Disposal | Method of<br>Disposal  |
| Box<br>1  | Private Sector Port<br>Committee memos                    | 1987 – 1991 |      | 8/08                                    | 1 box                |                     | Vangel –<br>incinerate |
| Box<br>2  | Linda McCarty –<br>desk notes                             | 1993 – 1998 |      | 8/08                                    | 1 box                |                     | Vangel –<br>incinerate |
| Box<br>6  | Portfest  | 1997        |      | 8/08                                    | 1 box                |                     | Vangel –<br>incinerate |
| Box<br>7  | Portfest  | 1993 - 1996 |      | 8/08                                    | 1 box                |                     | Vangel –<br>incinerate |
| Box<br>20 | Press Clippings   | 1988 – 1999 |      | 8/08                                    | 1 box                |                     | Vangel –<br>incinerate |
| -         |   |             |      |   |                      |                     |                        |
|           |   |             |      |   |                      |                     |                        |
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|           |   |             |      |   |                      |                     |                        |
|           |   |             |      |   | 1.7                  |                     |                        |
|           |   |             |      |   |                      |                     |                        |

| I hereby give permission to the  | records keeper to mark | the above boxes and | I have ready for |
|----------------------------------|------------------------|---------------------|------------------|
| disposal by the approved recycle |                        |                     | _•               |

| Ι | hereby | certi | fy tha | t the | records  | s listed | above | were | disposed | of as | indicated. |
|---|--------|-------|--------|-------|----------|----------|-------|------|----------|-------|------------|
|   |        |       |        |       | <b>7</b> |          |       | _    |          |       |            |

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